

INTENT

The Alberta Library has an appropriate process for election of members to its Board of Directors in accordance with the Articles of Association.

DEFINITIONS

“Director” means a member of the Board of Directors.

“Member” means an institution or library in Alberta that is listed in the Register of Members.

“Proxy” means the individual designated by a member to be its voting representative. (aka Member representatives). Change to match draft Articles of Association

POLICY

Directors are elected by the proxies at the Annual General Meeting.

Nominations:

- A Nominations/Elections Committee (“the Committee”) is appointed by the Board.
- The committee calls for nominations for positions to be filled in that year.
- Candidates must be nominated by a Proxy.
- All nominations must include the consent of the nominee.
- Nominations will also be received from the floor at the AGM.

Elections:

- The committee will declare nominations open at the AGM and invite nominations from the floor.
- If there is only one candidate for a position, they shall be deemed elected.
- Voting shall be online using a confidential process, managed by a TAL staff member.
- Only proxies may vote.
- If there is a tied vote, the Chair shall have an additional vote.
- Election results will be announced immediately after the votes are counted.

Newly elected Directors take office at the conclusion of the meeting at which they were elected.

Midterm vacancies:

- If a vacancy occurs less than three months before the AGM, the position will remain vacant until a replacement is elected at the AGM.
- If a vacancy occurs three months or more before the AGM, the Board may appoint a member from among the proxies in accordance with the representative category requirements.

Terms of Office:

The maximum a Director may serve in any position is four consecutive years.

The Chair serves for one term of two years, plus one year as Past Chair.

The terms of office are staggered to provide continuity and consistency.

Director Responsibilities:

All directors are expected to participate actively in the work of TAL’s board, including

- 1. The definition of TAL’s mission
- 2. The adoption of a budget and providing financial oversight
- 3. Overseeing the work of the CEO
- 4. Ensuring legal integrity
- 5. Ensuring accountability to members
- 6. Enhancing TAL’s reputation.

This requires preparation for Board meetings and contributions that ensure that TAL benefits all segments of the library community.

Executive Officers

Executive Officers are chosen at the first Board meeting after the AGM. The Positions available are Vice-Chair, Secretary, and Treasurer. They are chosen by self-nomination, or nomination by other Board members.

Terms of Office/Election Calendar

Chairperson	Odd numbered years
Past Chair.....	Odd numbered years
Member-at-Large 1	Odd numbered years
Member-at-Large 2	Even numbered years
Member-at-Large 3	Odd numbered years
Member-at-Large 4	Even numbered years
Post-Secondary Rep A	Odd numbered years
Post-Secondary Rep B.....	Even numbered years
Public Libraries	Even numbered years
Regional Library Systems.....	Odd numbered years

Institution	City	Institution Type	Post-Secondary Rep A	Post-Secondary Rep B	Public Libraries Rep	Regional Libraries Rep	Chair	Members at Large (4)
Alberta Bible College	Calgary	Academic						
Alberta University of the Arts	Calgary	Academic						
Ambrose University Library	Calgary	Academic						
Athabasca University Library	Athabasca	Academic						
Banff Centre for the Arts, Library & Archives	Banff	Academic						
Bow Valley College	Calgary	Academic						
Burman University	Lacombe	Academic						
Canadian Southern Baptist Seminary and College	Cochrane	Academic						
Concordia University of Edmonton	Edmonton	Academic						
Keyano College	Fort McMurray	Academic						
Lakeland College	Vermillion	Academic						
Lethbridge College	Lethbridge	Academic						
MacEwan University	Edmonton	Academic						
Medicine Hat College	Medicine Hat	Academic						
Mount Royal University	Calgary	Academic						
NorQuest College	Edmonton	Academic						
Northern Alberta Institute of Technology (NAIT)	Edmonton	Academic						
Northern Lakes College	Slave Lake	Academic						
Northwestern Polytechnic (Formerly GPRC)	Grande Prairie	Academic						
Olds College	Olds	Academic						
Portage College	Lac La Biche	Academic						
Prairie College	Three Hills	Academic						
Red Crow Community College	Standoff	Academic						
Red Deer Polytechnic	Red Deer	Academic						
Southern Alberta Institute of Technology (SAIT)	Calgary	Academic						
St. Mary's University	Calgary	Academic						
The King's University	Edmonton	Academic						
University of Alberta	Edmonton	Academic						
University of Calgary	Calgary	Academic						
University of Lethbridge	Lethbridge	Academic						
Yellowhead Tribal College Library	Edmonton	Academic						
Calgary Public Library	Calgary	Public Library						
Chinook Arch Library Board (CARLS)	Lethbridge	Public Library						
Edmonton Public Library Board	Edmonton	Public Library						
Fort Saskatchewan Public Library	Fort Saskatchewan	Public Library						
Lethbridge Public Library	Lethbridge	Public Library						
Marigold Library Board (MLS)	Strathmore	Public Library						
Northern Lights Library Board (NLLS)	Elk Point	Public Library						
Parkland Regional Library Board (PRL)	Lacombe	Public Library						
Peace Library System Board (PLS)	Grande Prairie	Public Library						
Red Deer Public Library	Red Deer	Public Library						
Shortgrass Library System Board (SLS)	Medicine Hat	Public Library						
St. Albert Public Library	St Albert	Public Library						
Strathcona County Library Board	Sherwood Park	Public Library						
Wood Buffalo Regional Library	Fort McMurray	Public Library						
Yellowhead Library System Board (YRL)	Spruce Grove	Public Library						
Alberta Legislature Library	Edmonton	Special						

RELATED DOCUMENTS

- *Nominations/Elections Committee Terms of Reference*

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